

Travel Policy

Discussion Issues

Does APAAC have the discretion to reimburse in-county seminar attendees for travel expenses?

Yes. A representative from the State of Arizona agency that oversees employee travel confirmed that APAAC is not bound by the State travel policy which prohibits in-county travel reimbursement.

What is the staff recommendation regarding which seminars APAAC should reimburse in-county attendees for travel expenses?

It is recommended that only in-county attendees for the annual Summer Conference be reimbursed for travel expenses.

Which travel expenses does the staff recommend APAAC reimburse Summer Conference in-county attendees for?

It is recommended that in-county Summer Conference attendees be eligible for hotel and meal reimbursement, but not for mileage.

What are the estimated additional expenses to APAAC for reimbursing in-county Summer Conference attendees for travel expenses?

There are currently approximately 125 prosecutors in Arizona which are not eligible to receive travel reimbursement for attending Summer Conference.

If the Summer Conference remains in Pima County, then the meal per diem is \$44 per day (\$9 breakfast/\$13 lunch/\$22 dinner). Assuming all 125 additional prosecutors were reimbursed for two dinners, and two breakfasts, then the extra meal reimbursement cost to APAAC will be \$7750. Based on an estimated hotel room cost of \$120 (including tax) per night, reimbursing the 125 prosecutors for two nights would cost APAAC \$30,000.

If the Summer Conference moves to Maricopa County, where the meal per diem rate is \$54 per day (\$11 breakfast/\$16 lunch/\$27 dinner), then the additional cost of meals to APAAC would be \$9500. It should be noted that while the meals costs overall will increase if the conference is moved to Maricopa County, the mileage reimbursement costs to APAAC will decrease, as the largest number of attendees come from Maricopa County, and they would not be eligible for mileage.

What impact would reimbursing in-county Summer Conference attendees have on the selection process for the next venue?

It would be necessary to increase the room block for Summer Conference to well above the current 400 room block. Only two properties in Pima County, La Paloma and Starr Pass, could accommodate that room block. However, there are numerous properties in Maricopa County that could meet that room block.